

Rezoning Affidavit Package

Please read carefully

On July 10, 2006, the Board of Supervisors of Fairfax County, Virginia, adopted revisions to the land use affidavit forms to be used with rezoning, special exception, special permit, and variance applications. The Planning Commission adopted its reaffirmation procedures on April 4, 2002. On February 24, 2003, the Board of Supervisors approved amendments to its "Reaffirmation Procedure for Affidavits."

Important! The adopted Affidavits and Reaffirmation of Affidavit forms shall not be altered or modified in any way. Any form that is altered or modified in any way will not be accepted.

Contents

1 Rezoning Affidavit 1 Attachment to Par. 1(c) 1 Attachment to Par. 1(a) 1 Attachment to Par. 2 1 Attachment to Par. 1(b) 1 Attachment to Par. 3

Instructions

For your convenience, the *Date* and *Application Number(s)* need only be entered once and will automatically duplicate on each page of this document. Additional copies of the Affidavit and its Attachments can be downloaded as a complete package or individually at **www.fairfaxcounty.gov/dpz/affidavits/**.

Please note: Acrobat Reader will NOT allow you to save changes made to this document. Any information you enter in the form fields will be lost when the PDF file is closed; therefore, be sure to print and review your document before closing.

If you have a complete version of Acrobat installed on your computer, your changes may be saved for later use.

Support

If you are unsure as to which form to use, please call: County of Fairfax, Department of Planning and Zoning at 703-324-1290, TTY 711.

For further information or additional forms: www.fairfaxcounty.gov/dpz/affidavits/

		DATE:	
		DATE:(enter date affidavit is notarized)	
I,(enter	name of appl	, do l	hereby state that I am an
(check one)	[]	applicant applicant's authorized agent listed in Par. 1(a)) below
in Application	n No.(s):	(enter County-assigned application number(s)	, e.g. RZ 88-V-001)
		knowledge and belief, the following information	
OWN applic and all behalf (NOT Multip	ERS, CONT: ation,* and, if I ATTORNE of any of the E: All relationshicant/Title Ov	titutes a listing of the names and addresses of all RACT PURCHASERS, and LESSEES of the leany of the foregoing is a TRUSTEE,** each BIYS and REAL ESTATE BROKERS, and all A foregoing with respect to the application: onships to the application listed above in BOLD post may be listed together, e.g., Attorney/Agent, wner, etc. For a multiparcel application, list the twner(s) in the Relationship column.)	and described in the ENEFICIARY of such trust, GENTS who have acted on print must be disclosed. Contract Purchaser/Lessee,
NAME (enter first nan last name)	ne, middle initia	ADDRESS al, and (enter number, street, city, state, and zip cod	RELATIONSHIP(S) de) (enter applicable relationships listed in BOLD above)

(check if applicable) [] There are more relationships to be listed and Par. 1(a) is continued on a "Rezoning Attachment to Par. 1(a)" form.

- * In the case of a condominium, the title owner, contract purchaser, or lessee of 10% or more of the units in the condominium.
- ** List as follows: Name of trustee, Trustee for (name of trust, if applicable), for the benefit of: (state name of each beneficiary).

	DATE:			
	(enter date affidavit is notarized)			
for Ap	plication No. (s): (enter County-assigned application number(s))			
1(b).	The following constitutes a listing*** of the SHAREHOLDERS of all corporations disclosed in this affidavit who own 10% or more of any class of stock issued by said corporation, and where such corporation has 10 or less shareholders, a listing of all of the shareholders, and if the corporation is an owner of the subject land, all of the OFFICERS and DIRECTORS of such corporation:			
	E: Include SOLE PROPRIETORSHIPS, LIMITED LIABILITY COMPANIES, and REAL ESTATE STMENT TRUSTS herein.)			
	CORPORATION INFORMATION			
NAM	E & ADDRESS OF CORPORATION: (enter complete name, number, street, city, state, and zip code)			
DESC	 [] There are 10 or less shareholders, and all of the shareholders are listed below. [] There are more than 10 shareholders, and all of the shareholders owning 10% or more of any class of stock issued by said corporation are listed below. [] There are more than 10 shareholders, but no shareholder owns 10% or more of any class of stock issued by said corporation, and no shareholders are listed below. 			
NAM	ES OF SHAREHOLDERS: (enter first name, middle initial, and last name)			
	ES OF OFFICERS & DIRECTORS: (enter first name, middle initial, last name & title, e.g. President, President, Secretary, Treasurer, etc.)			
(check	if applicable) [] There is more corporation information and Par. 1(b) is continued on a "Rezoning Attachment 1(b)" form.			

*** All listings which include partnerships, corporations, or trusts, to include the names of beneficiaries, must be broken down successively until: (a) only individual persons are listed or (b) the listing for a corporation having more than 10 shareholders has no shareholder owning 10% or more of any class of stock. In the case of an APPLICANT, TITLE OWNER, CONTRACT PURCHASER, or LESSEE* of the land that is a partnership, corporation, or trust, such successive breakdown must include a listing and further breakdown of all of its partners, of its shareholders as required above, and of beneficiaries of any trusts. Such successive breakdown must also include breakdowns of any partnership, corporation, or trust owning 10% or more of the APPLICANT, TITLE OWNER, CONTRACT PURCHASER, or LESSEE* of the land. Limited liability companies and real estate investment trusts and their equivalents are treated as corporations, with members being deemed the equivalent of shareholders; managing members shall also be listed. Use footnote numbers to designate partnerships or corporations, which have further listings on an attachment page, and reference the same footnote numbers on the attachment page.

	DATE:
	DATE: (enter date affidavit is notarized)
for Ap	pplication No. (s): (enter County-assigned application number(s))
l(c).	The following constitutes a listing*** of all of the PARTNERS , both GENERAL and LIMITED , in any partnership disclosed in this affidavit:
	PARTNERSHIP INFORMATION
PAR	TNERSHIP NAME & ADDRESS: (enter complete name, number, street, city, state and zip code)
(check	k if applicable) [] The above-listed partnership has no limited partners.
	IES AND TITLE OF THE PARTNERS (enter first name, middle initial, last name, and title, e.g. ral Partner, Limited Partner, or General and Limited Partner)

*** All listings which include partnerships, corporations, or trusts, to include the names of beneficiaries, must be broken down successively until: (a) only individual persons are listed or (b) the listing for a corporation having more than 10 shareholders has no shareholder owning 10% or more of any class of stock. In the case of an APPLICANT, TITLE OWNER, CONTRACT PURCHASER, or LESSEE* of the land that is a partnership, corporation, or trust, such successive breakdown must include a listing and further breakdown of all of its partners, of its shareholders as required above, and of beneficiaries of any trusts. Such successive breakdown must also include breakdowns of any partnership, corporation, or trust owning 10% or more of the APPLICANT, TITLE OWNER, CONTRACT PURCHASER or LESSEE* of the land. Limited liability companies and real estate investment trusts and their equivalents are treated as corporations, with members being deemed the equivalent of shareholders; managing members shall also be listed. Use footnote numbers to designate partnerships or corporations, which have further listings on an attachment page, and reference the same footnote numbers on the attachment page.

Attachment to Par. 1(c)" form.

[] There is more partnership information and Par. 1(c) is continued on a "Rezoning

(check if applicable)

	DATE:
	(enter date affidavit is notarized)
for An	plication No. (s):
	(enter County-assigned application number(s))
l(d).	One of the following boxes <u>must</u> be checked:
	[] In addition to the names listed in Paragraphs 1(a), 1(b), and 1(c) above, the following is a listing of any and all other individuals who own in the aggregate (directly and as a shareholder, partner, and beneficiary of a trust) 10% or more of the APPLICANT, TITLE OWNER, CONTRACT PURCHASER, or LESSEE* of the land:
	Other than the names listed in Paragraphs 1(a), 1(b), and 1(c) above, no individual owns in the aggregate (directly and as a shareholder, partner, and beneficiary of a trust) 10% or more of the APPLICANT, TITLE OWNER, CONTRACT PURCHASER, or LESSEE* of the land.
2.	That no member of the Fairfax County Board of Supervisors, Planning Commission, or any member of his or her immediate household owns or has any financial interest in the subject land either individually, by ownership of stock in a corporation owning such land, or through an interest in a partnership owning such land.
	EXCEPT AS FOLLOWS: (NOTE: If answer is none, enter "NONE" on the line below.)
	(check if applicable) [] There are more interests to be listed and Par. 2 is continued on a "Rezoning Attachment to Par. 2" form.

	D	ATE: (enter date affidavit	is notarized)	
for A	Application No. (s):	`	,	
101 7	(s). (s).	enter County-assigned applic	ation number(s))	
3.	Fairfax County Board of S household, either directly or attorney, or through a p officer, director, employed of stock of a particular cla ordinary depositor or cust	Supervisors, Planning Comn or by way of partnership in artner of any of them, or thr e, agent, or attorney or holds ss, has, or has had any busin omer relationship with or by tion having a value of more	ic hearing of this application, no member of hission, or any member of his or her immed which any of them is a partner, employee, a cough a corporation in which any of them is 10% or more of the outstanding bonds or spess or financial relationship, other than any a retail establishment, public utility, or bar than \$100, singularly or in the aggregate, we	liate agent, s an shares y nk,
	EXCEPT AS FOLLOW	S: (NOTE: If answer is no	ne, enter "NONE" on line below.)	
			pe described in this paragraph that arise a	
		application and before each See Par. 4 below.)	n public hearing must be disclosed prior to	the
	(check if applicable) []	There are more disclosu "Rezoning Attachment	res to be listed and Par. 3 is continued on a to Par. 3" form.	
4.	and trusts owning 10% (PURCHASER, or LESS and every public hearing or supplemental informa	or more of the APPLICAN EE* of the land have been g on this matter, I will reex	complete, that all partnerships, corporati T, TITLE OWNER, CONTRACT listed and broken down, and that prior t amine this affidavit and provide any cha financial relationships of the type descri te of this application.	to each
WIT	NESS the following signatu	re:		
	(check one)	[] Applicant	[] Applicant's Authorized Agent	
		(type or print first nam	e, middle initial, last name,and title of sign	nee)
Subs of	cribed and sworn to before m, Cour	e this day of ty/City of	, in the State/Cor	mm.
Mv	commission expires:		Notary Public	
		······································		

			Page of
		Rezoning Attachment to Par. 1(a)	
		E:(enter date affidavit is notarized)	
for Application No. (s):	(enter	County-assigned application number (s))	
together, e.g., Atto	rney/Ag ition, list	olication are to be disclosed. Multiple relation gent, Contract Purchaser/Lessee, Applicant the Tax Map Number(s) of the parcel(s) for e	/Title Owner, etc. For a
NAME (enter first name, middle initial last name)	ıl, and	ADDRESS (enter number, street, city, state, and zip code)	RELATIONSHIP(S) (enter applicable relationships listed in BOLD above)
(check if applicable)	[]	There are more relationships to be listed and I on a "Rezoning Attachment to Par. 1(a)" f	

		Page	_ of
	Rezoning Attachment to Par. 1(b)		
	DATE:		
	(enter date affidavit is notarized)		
for Application No. (s):	(enter County-assigned application number (s))		
NAME & ADDRESS OF C	CORPORATION: (enter complete name, number, street, city, state	, and zip code))
DESCRIPTION OF CORP	ODA TION. (1. 1		
	CORATION: (check <u>one</u> statement) or less shareholders, and all of the shareholders are listed below.		
[] There are mo	re than 10 shareholders, and all of the shareholders owning 10% or r	nore of any	
	a issued by said corporation are listed below. Fore than 10 shareholders, but no shareholder owns 10% or more of an	r, alaga of	
	by said corporation, and no shareholders are listed below.	y class of	
NAMES OF THE SHAREI	HOLDER: (enter first name, middle initial, and last name)		
	(Chief has name, made man, and has name)		
NAMES OF OFFICERS &	DIDE CTORS. (autor first name middle initial lest name and titl		<u></u>
President, Vice-President, Se	DIRECTORS: (enter first name, middle initial, last name, and titlecretary, Treasurer, etc.)	e, e.g.	
NAME & ADDRESS OF CO	DRPORATION: (enter complete name, number, street, city, state, a	nd zip code)	
		,	
	ORATION: (check one statement)		
	or less shareholders, and all of the shareholders are listed below. re than 10 shareholders, and all of the shareholders owning 10% or n	nore of any	
	issued by said corporation are listed below.	1010 01 4117	
	re than 10 shareholders, but no shareholder owns 10% or more of any	y class	
	ed by said corporation, and no shareholders are listed below-		
NAMES OF THE SHAREHO	OLDER S: (enter first name, middle initial, and last name)		
	DIRECTORS: (enter first name, middle initial, last name, and title	e, e.g.	
President, Vice-President, Se	cietary, rreasurer, etc.)		
(check if applicable) []	There is more corporation information and Par. 1(b) is continued fur	ther on a	
(check it applicance) []	"Rezoning Attachment to Par. 1(b)" form.	usvi vii a	

FORM RZA-1 Updated (7/1/06)

		Page	of
	Rezoning Attachment to Par. 1(c)		
	DATE:		
for Application No. (s):	DATE: (enter date affidavit is notarized)		
11	(enter County-assigned application number (s))		
PARTNERSHIP NAME &	ADDRESS: (enter complete name & number, street, city, state of	& zip co	de)
(check if applicable) []	The above-listed partnership has no limited partners-		
	THE PARTNERS: (enter first name, middle initial, last name, a cartner, or General and Limited Partner)	and title,	e.g.,
(check if applicable) []	There is more partnership information and Par. 1(c) is continued "Rezoning Attachment to Par. 1(c)" form.	d further	on a

		Rezoning Attachment to Par. 2	Page of
	DATE:		
for Application No. (s):		(enter date affidavit is notarized)	
	(enter	County-assigned application number (s))	
(check if applicable)	[]	There are more financial interests in the subject Par. 2 is continued further on a "Rezoning Attack"	and to be listed and hment to Par. 2" form.

	Rezoi	ning Attachme	nt to Par. 3		Page of
	en (en	nter date affida	vit is notarized	d)	
for Application No. (s):	(enter County	-assigned appli	cation numbe	r (s))	

There are more disclosures to be listed for Par. 3, and Par. 3 is continued further on a "Rezoning Attachment to Par. 3" form.

(check if applicable)

[]

Special Exception Affidavit Package

Please read carefully

On July 10, 2006, the Board of Supervisors of Fairfax County, Virginia, adopted revisions to the land use affidavit forms to be used with rezoning, special exception, special permit, and variance applications. The Planning Commission adopted its reaffirmation procedures on April 4, 2002. On February 24, 2003, the Board of Supervisors approved amendments to its "Reaffirmation Procedure for Affidavits."

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For further information or additional forms: www.fairfaxcounty.gov/dpz/affidavits/

		DAT	E:		
			E:(enter date affidavit is	notarized)	
I,			r authorized agent)	, do here	by state that I am an
	(enter name of a	ipplicant o	r authorized agent)		
(check			licant licant's authorized agent list	ed in Par. 1(a) be	low
in App	olication No.(s):	(ent	er County-assigned applicat	ion number(s), e.	g. SE 88-V-001)
and th	at, to the best of r	ny knowle	edge and belief, the following	g information is t	rue:
1(a).	OWNERS, CO application,* an and all ATTOR behalf of any of (NOTE: All re Multiple relation Applicant/Title	NTRACT d, if any of NEYS and the forego lationships nships may	a listing of the names and ad PURCHASERS, and LES of the foregoing is a TRUSTI DESTRICT TRUSTED TO THE ARCHEST OF THE ARCHEST	SEES of the land EE,** each BEND RS, and all AGE cation: we in BOLD print orney/Agent, Co ation, list the Tax	d described in the EFICIARY of such trust, ENTS who have acted on at are to be disclosed. Intract Purchaser/Lessee,
NAM (enter last na	first name, middle	initial, and	ADDRESS (enter number, street, city, sta	ate, and zip code)	RELATIONSHIP(S) (enter applicable relationships listed in BOLD above)

^{*} In the case of a condominium, the title owner, contract purchaser, or lessee of 10% or more of the units in the condominium.

^{**} List as follows: <u>Name of trustee</u>, Trustee for (<u>name of trust</u>, <u>if applicable</u>), for the benefit of: (state name of each beneficiary).

r. . mr

		DATE:
		(enter date affidavit is notarized)
for Ap	oplication No. (s):	
•		(enter County-assigned application number(s))
1(b).	affidavit who own 10	cutes a listing*** of the SHAREHOLDERS of all corporations disclosed in this 1% or more of any class of stock issued by said corporation, and where such 16 less shareholders, a listing of all of the shareholders:
(NOT INVE	E: Include SOLE PROSTMENT TRUSTS her	PRIETORSHIPS, LIMITED LIABILITY COMPANIES, and REAL ESTATE rein.)
		CORPORATION INFORMATION
NAM code)	E & ADDRESS OF C	ORPORATION: (enter complete name and number, street, city, state, and zip
	[] There are 10 c [] There are more any class of st [] There are more of stock issued	PORATION: (check one statement) or less shareholders, and all of the shareholders are listed below. e than 10 shareholders, and all of the shareholders owning 10% or more of ock issued by said corporation are listed below. e than 10 shareholders, but no shareholder owns 10% or more of any class d by said corporation, and no shareholders are listed below. DERS: (enter first name, middle initial and last name)
(check	if applicable) []	There is more corporation information and Par. 1(b) is continued on a "Special Exception Affidavit Attachment 1(b)" form.

*** All listings which include partnerships, corporations, or trusts, to include the names of beneficiaries, must be broken down successively until: (a) only individual persons are listed or (b) the listing for a corporation having more than 10 shareholders has no shareholder owning 10% or more of any class of stock. In the case of an APPLICANT, TITLE OWNER, CONTRACT PURCHASER, or LESSEE* of the land that is a partnership, corporation, or trust, such successive breakdown must include a listing and further breakdown of all of its partners, of its shareholders as required above, and of beneficiaries of any trusts. Such successive breakdown must also include breakdowns of any partnership, corporation, or trust owning 10% or more of the APPLICANT, TITLE OWNER, CONTRACT PURCHASER, or LESSEE* of the land. Limited liability companies and real estate investment trusts and their equivalents are treated as corporations, with members being deemed the equivalent of shareholders; managing members shall also be listed. Use footnote numbers to designate partnerships or corporations, which have further listings on an attachment page, and reference the same footnote numbers on the attachment page.

DATE:

		(enter date affidavit is notarized)
for Ap	plication No. (s	(enter County-assigned application number(s))
l(c).		g constitutes a listing*** of all of the PARTNERS , both GENERAL and LIMITED , in ip disclosed in this affidavit:
		PARTNERSHIP INFORMATION
PART	NERSHIP NA	AME & ADDRESS: (enter complete name, and number, street, city, state, and zip code)
(check	if applicable)	[] The above-listed partnership has <u>no limited partners</u> .
		E OF THE PARTNERS (enter first name, middle initial, last name, and title, e.g. mited Partner, or General and Limited Partner)
(check	if applicable)	[] There is more partnership information and Par. 1(c) is continued on a "Special Exception Affidavit Attachment to Par. 1(c)" form.

*** All listings which include partnerships, corporations, or trusts, to include the names of beneficiaries, must be broken down successively until: (a) only individual persons are listed or (b) the listing for a corporation having more than 10 shareholders has no shareholder owning 10% or more of any class of stock. In the case of an APPLICANT, TITLE OWNER, CONTRACT PURCHASER, or LESSEE* of the land that is a partnership, corporation, or trust, such successive breakdown must include a listing and further breakdown of all of its partners, of its shareholders as required above, and of beneficiaries of any trusts. Such successive breakdown must also include breakdowns of any partnership, corporation, or trust owning 10% or more of the APPLICANT, TITLE OWNER, CONTRACT PURCHASER, or LESSEE* of the land. Limited liability companies and real estate investment trusts and their equivalents are treated as corporations, with members being deemed the equivalent of shareholders; managing members shall also be listed. Use footnote numbers to designate partnerships or corporations, which have further listings on an attachment page, and reference the same footnote numbers on the attachment page.

	DATE: (enter date affidavit is notarized)				
for Ap	eplication No. (s): (enter County-assigned application number(s))				
1(d).	One of the following boxes <u>must</u> be checked:				
	[] In addition to the names listed in Paragraphs 1(a), 1(b), and 1(c) above, the following is a listing of any and all other individuals who own in the aggregate (directly and as a shareholder, partner, and beneficiary of a trust) 10% or more of the APPLICANT, TITLE OWNER, CONTRACT PURCHASER, or LESSEE* of the land:				
	Other than the names listed in Paragraphs 1(a), 1(b), and 1(c) above, no individual owns in the aggregate (directly and as a shareholder, partner, and beneficiary of a trust) 10% or more of the APPLICANT, TITLE OWNER, CONTRACT PURCHASER, or LESSEE* of the land.				
2.	That no member of the Fairfax County Board of Supervisors, Planning Commission, or any member o his or her immediate household owns or has any financial interest in the subject land either individually, by ownership of stock in a corporation owning such land, or through an interest in a partnership owning such land.				
	EXCEPT AS FOLLOWS: (NOTE: If answer is none, enter "NONE" on the line below.)				
	(check if applicable) [] There are more interests to be listed and Par. 2 is continued on a "Special Exception Attachment to Par. 2" form.				

Applic	tion No.(s):	
	(county-assigned application number(s), to be entered by County Staff) Page 1	Five
	SPECIAL EXCEPTION AFFIDAVIT	
	DATE: (enter date affidavit is notarized)	
3.	That within the twelve-month period prior to the public hearing of this application, no member of the Fairfax County Board of Supervisors, Planning Commission, or any member of his or her immediate household, either directly or by way of partnership in which any of them is a partner, employee, age or attorney, or through a partner of any of them, or through a corporation in which any of them is an officer, director, employee, agent, or attorney or holds 10% or more of the outstanding bonds or shar of stock of a particular class, has, or has had any business or financial relationship, other than any ordinary depositor or customer relationship with or by a retail establishment, public utility, or bank, including any gift or donation having a value of more than \$100, singularly or in the aggregate, with any of those listed in Par. 1 above. EXCEPT AS FOLLOWS: (NOTE: If answer is none, enter "NONE" on line below.)	ent, i res
	NOTE: Business or financial relationships of the type described in this paragraph that arise after the filing of this application and before each public hearing must be disclosed prior to the public hearings. See Par. 4 below.)	
	(check if applicable) [] There are more disclosures to be listed and Par. 3 is continued on a "Special Exception Attachment to Par. 3" form.	
4.	That the information contained in this affidavit is complete, that all partnerships, corporations and trusts owning 10% or more of the APPLICANT, TITLE OWNER, CONTRACT PURCHASER, or LESSEE* of the land have been listed and broken down, and that prior to e and every public hearing on this matter, I will reexamine this affidavit and provide any change or supplemental information, including business or financial relationships of the type describe in Paragraph 3 above, that arise on or after the date of this application.	ach ed
WIT	ESS the following signature:	
	(check one) [] Applicant [] Applicant's Authorized Agent	
	(type or print first name, middle initial, last name, and & title of signee)	
Subscof	ibed and sworn to before me this day of 20, in the State/Comm, County/City of	
	Notary Public	
Му с	mmission expires:	

			Page of
	Spe	cial Exception Attachment to Par. 1(a)	
	DA	ATE:(enter date affidavit is notarized)	
for Application No. (s):			
for Application No. (s).	(enter	County-assigned application number (s))	<u> </u>
e.g., Attorney/Age	the app	lication are to be disclosed. Multiple relations tract Purchaser/Lessee, Applicant/Title Ow up Number(s) of the parcel (s) for each owner(s)	ner, etc. For a multiparcel
NAME (enter first name, middle initial last name)	l, and	ADDRESS (enter number, street, city, state, and zip code)	RELATIONSHIP(S) (enter applicable relationships listed in BOLD above)
(check if applicable)		There are more relationships to be listed and Pa on a "Special Exception Attachment to Par	

	Special Exception Attachment to Par. 1(b)	Page of
	• • •	
	DATE: (enter date affidavit is notarized)	
for Application	n No. (s):	
	(enter County-assigned application number (s))	
NAME & ADI	ORESS OF CORPORATION: (enter complete name, number, street, city, state	e, and zip code)
	N OF CORPORATION: (check one statement) There are 10 or less shareholders, and all of the shareholders are listed below. There are more than 10 shareholders, and all of the shareholders owning 10% or class of stock issued by said corporation are listed below. There are more than 10 shareholders, but no shareholder owns 10% or more of ar stock issued by said corporation, and no shareholders are listed below. HE SHAR EHOLDERS: (enter first name, middle initial, and last name)	•
NAME & ADD	RESS OF CORPORATION: (enter complete name, number, street, city, state, a	and zip code)
[]	N OF CORPORATION: (check one statement) There are 10 or less shareholders, and all of the shareholders are listed below.	
[]	There are <u>more than 10</u> shareholders, and all of the shareholders owning 10% or reclass of stock issued by said corporation are listed below. There are <u>more than 10</u> shareholders, but <u>no shareholder owns 10% or more</u> of an of stock issued by said corporation, and <u>no shareholders are listed below</u> .	·
NAMES OF TH	IE SHAREHOLDERS: (enter first name, middle initial, and last name)	
check if applicab	ole) [] There is more corporation information and Par. 1(b) is continued fur "Special Exception Attachment to Par. 1(b)" form.	rther on a

	Page of _ Special Exception Attachment to Par. 1(c)
	DATE:(enter date affidavit is notarized)
for Application No. (s):	(enter County-assigned application number (s))
	(enter County-assigned application number (s))
PARTNERSHIP NAME &	ADDRESS: (enter complete name & number, street, city, state & zip code)
(check if applicable) []	The above-listed partnership has no limited partners.
	THE PARTNERS: (enter first name, middle initial, last name, and title, e.g., artner, or General and Limited Partner)
(check if applicable) []	There is more partnership information and Par. 1(c) is continued further on a "Special Exception Attachment to Par. 1(c)" form.

	Special Exception Attachment to Par. 2	Page	of
	DATE:		
for Application No. (s):	(enter date affidavit is notarized)		
(-)/	(enter County-assigned application number (s))		

(check if applicable) [] There are more financial interests in the subject land to be listed and Par. 2 is continued further on a "Special Exception Attachment to Par. 2" form.

	Special Exception Attachment to Par. 3	Page	_ of
	DATE:		
	DATE:(enter date affidavit is notarized)		
for Application No. (s):	(enter County-assigned application number (s))		
	(enter County-assigned application number (3))		

(check if applicable)

[] There are more disclosures to the listed for Par. 3, and Par. 3 is continued further on a "Special Exception Attachment to Par. 3" form.

2 2 1141 1141 1141

Special Permit/Variance Affidavit Package

Please read carefully

On July 10, 2006, the Board of Supervisors of Fairfax County, Virginia, adopted revisions to the land use affidavit forms to be used with rezoning, special exception, special permit, and variance applications. The Planning Commission adopted its reaffirmation procedures on April 4, 2002. On February 24, 2003, the Board of Supervisors approved amendments to its "Reaffirmation Procedure for Affidavits."

Important! The adopted Affidavits and Reaffirmation of Affidavit forms shall not be altered or modified in any way. Any form that is altered or modified in any way will not be accepted.

Contents

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Instructions

For your convenience, the *Date* and *Application Number(s)* need only be entered once and will automatically duplicate on each page of this document. Additional copies of the Affidavit and its Attachments can be downloaded as a complete package or individually at **www.fairfaxcounty.gov/dpz/affidavits/**.

Please note: Acrobat Reader will NOT allow you to save changes made to this document. Any information you enter in the form fields will be lost when the PDF file is closed; therefore, be sure to print and review your document before closing.

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Support

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Applica	ation No.(s):(county-a	assigned application number(s), to be entered by Cou	nty Staff)
	SPEC	IAL PERMIT/VARIANCE AFFIDAVIT	
	DAT	E:(enter date affidavit is notarized)	
ſ,	(enter name of applicant or	authorized agent) , do her	eby state that I am an
(check		icant icant's authorized agent listed in Par. 1(a) be	elow
and th	at, to the best of my knowled	dge and belief, the following is true:	
1(a).	owners, contract application,* and, if any of and all ATTORNEYS and behalf of any of the forego (NOTE: All relationships Multiple relationships may Applicant/Title Owner, et	PURCHASERS, and LESSEES of the land the foregoing is a TRUSTEE,** each BEN REAL ESTATE BROKERS, and all AGI ing with respect to the application: to the application listed above in BOLD prints be listed together, e.g., Attorney/Agent, Co. For a multiparcel application, list the Tax in the Relationship column.)	d described in the IEFICIARY of such trust, ENTS who have acted on the must be disclosed. In the must be disclosed.
NAM (enter last na	first name, middle initial, and	ADDRESS (enter number, street, city, state, and zip code)	RELATIONSHIP(S) (enter applicable relationships listed in BOLD above)
	(check if applicable)	[] There are more relationships to be liste on a "Special Permit/Variance Attachm	

- * In the case of a condominium, the title owner, contract purchaser, or lessee of 10% or more of the units in the condominium.
- ** List as follows: Name of trustee, Trustee for (name of trust, if applicable), for the benefit of: (state name of each beneficiary).

Applic	cation No.(s):
.,	(county-assigned application number(s), to be entered by County Staff) Page Two
	SPECIAL PERMIT/VARIANCE AFFIDAVIT
	DATE:
	DATE: (enter date affidavit is notarized)
1(b).	The following constitutes a listing*** of the SHAREHOLDERS of all corporations disclosed in this affidavit who own 10% or more of any class of stock issued by said corporation, and where such corporation has 10 or less shareholders, a listing of all of the shareholders:
	TE: Include SOLE PROPRIETORSHIPS, LIMITED LIABILITY COMPANIES, and REAL ESTATE (STMENT TRUSTS herein.)
	CORPORATION INFORMATION
NAM	IE & ADDRESS OF CORPORATION: (enter complete name, number, street, city, state, and zip code)
DESC	CRIPTION OF CORPORATION: (check one statement)
	There are 10 or less shareholders, and all of the shareholders are listed below. There are more than 10 shareholders, and all of the shareholders owning 10% or more of
	any class of stock issued by said corporation are listed below.
	[] There are more than 10 shareholders, but no shareholder owns 10% or more of any class of stock issued by said corporation, and no shareholders are listed below.
NAM	IES OF SHAREHOLDERS: (enter first name, middle initial, and last name)
(check	There is more corporation information and Par. 1(b) is continued on a "Special Permit/Variance Attachment 1(b)" form.
succes no sha PURC	Il listings which include partnerships, corporations, or trusts, to include the names of beneficiaries, must be broken down sively until (a) only individual persons are listed or (b) the listing for a corporation having more than 10 shareholders has reholder owning 10% or more of any class of stock. In the case of an APPLICANT, TITLE OWNER, CONTRACT THASER, or LESSEE* of the land that is a partnership, corporation, or trust, such successive breakdown must include and further breakdown of all of its partners, of its shareholders as required above, and of beneficiaries of any

successively until (a) only individual persons are listed or (b) the listing for a corporation having more than 10 shareholders has no shareholder owning 10% or more of any class of stock. In the case of an APPLICANT, TITLE OWNER, CONTRACT PURCHASER, or LESSEE* of the land that is a partnership, corporation, or trust, such successive breakdown must include a listing and further breakdown of all of its partners, of its shareholders as required above, and of beneficiaries of any trusts. Such successive breakdown must also include breakdowns of any partnership, corporation, or trust owning 10% or more of the APPLICANT, TITLE OWNER, CONTRACT PURCHASER or LESSEE* of the land. Limited liability companies and real estate investment trusts and their equivalents are treated as corporations, with members being deemed the equivalent of shareholders; managing members shall also be listed. Use footnote numbers to designate partnerships or corporations, which have further listings on an attachment page, and reference the same footnote numbers on the attachment page.

Applie	cation No.(s):
	(county-assigned application number(s), to be entered by County Staff) Page Three
	SPECIAL PERMIT/VARIANCE AFFIDAVIT
	DATE: (enter date affidavit is notarized)
==== l(c).	The following constitutes a listing*** of all of the PARTNERS , both GENERAL and LIMITED , in any partnership disclosed in this affidavit:
	PARTNERSHIP INFORMATION
PAR'	TNERSHIP NAME & ADDRESS: (enter complete name, number, street, city, state, and zip code)
(checl	k if applicable) [] The above-listed partnership has no limited partners.
	IES AND TITLE OF THE PARTNERS (enter first name, middle initial, last name, and title, e.g. ral Partner, Limited Partner, or General and Limited Partner)
(check	k if applicable) [] There is more partnership information and Par. 1(c) is continued on a "Special Permit/Variance Attachment to Par. 1(c)" form.
success has no CONT must in	Il listings which include partnerships, corporations, or trusts, to include the names of beneficiaries, must be broken down sively until: (a) only individual persons are listed or (b) the listing for a corporation having more than 10 shareholders shareholder owning 10% or more of any class of stock. In the case of an APPLICANT, TITLE OWNER, TRACT PURCHASER, or LESSEE* of the land that is a partnership, corporation, or trust, such successive breakdown nclude a listing and further breakdown of all of its partners, of its shareholders as required above, and of ciaries of any trusts. Such successive breakdown must also include breakdowns of any partnership, corporation, or

trust owning 10% or more of the APPLICANT, TITLE OWNER, CONTRACT PURCHASER, or LESSEE* of the land. Limited liability companies and real estate investment trusts and their equivalents are treated as corporations, with members being deemed the equivalent of shareholders; managing members shall also be listed. Use footnote numbers to designate partnerships or corporations, which have further listings on an attachment page, and reference the same footnote numbers on

the attachment page.

Applic	ation N		ınty-assi	igned application number(s), to be entered by County Staff)	
		SI	PECIA	AL PERMIT/VARIANCE AFFIDAVIT	Page Four
		Γ	DATE:	(enter date affidavit is notarized)	
1(d).	One	of the following bo	xes <u>m</u> ı	<u>ust</u> be checked:	
	prosesses, in the second secon	of any and all other	er indiv f a trust	listed in Paragraphs 1(a), 1(b), and 1(c) above, the following viduals who own in the aggregate (directly and as a sharehold) 10% or more of the APPLICANT , TITLE OWNER , COSEE * of the land:	der, partner,
	[]	aggregate (directly	y and a	ted in Paragraphs 1(a), 1(b), and 1(c) above, no individual or s a shareholder, partner, and beneficiary of a trust) 10% or r OWNER, CONTRACT PURCHASER, or LESSEE* of the contract of the con	nore of the
2.	men indiv	ber of his or her im	ımediat hip of s	County Board of Zoning Appeals, Planning Commission, of the household owns or has any financial interest in the subject stock in a corporation owning such land, or through an interest of the subject to	t land either
	EXC	CEPT AS FOLLO	<u>WS</u> : (<u>1</u>	NOTE: If answer is none, enter "NONE" on the line below	.)
	(che	ck if applicable)	L 3:	There are more interests to be listed and Par. 2 is continued "Special Permit/Variance Attachment to Par. 2" form.	on a

Applic	cation No.(s):(county-ass	igned application number(s), to be en	tered by County Staff)	
	SPECIA	AL PERMIT/VARIANCE AF	FIDAVIT	Page Five
	DATE:	(enter date affidavit is notar	rized)	
3.	Fairfax County Board of Zonii immediate household, either demployee, agent, or attorney, any of them is an officer, direct outstanding bonds or shares of relationship, other than any or establishment, public utility, o	period prior to the public hearing Appeals, Planning Commission irectly or by way of partnership or through a partner of any of the etor, employee, agent, or attorned stock of a particular class, has, dinary depositor or customer relar bank, including any gift or don with any of those listed in Par. 1	on, or any member of his or her in which any of them is a partner, or through a corporation in or holds 10% or more of the or has had any business or finar attionship with or by a retail attion having a value of more the	er, which ncial
	EXCEPT AS FOLLOWS: (NOTE: If answer is none, enter	"NONE" on line below.)	
		I relationships of the type descri- lication and before each public I Par. 4 below.) There are more disclosures to be "Special Permit/Variance Attach	nearing must be disclosed prior listed and Par. 3 is continued on	to the
4.	and trusts owning 10% or m PURCHASER, or LESSEE* and every public hearing on or supplemental information in Paragraph 3 above, that a	ned in this affidavit is complete ore of the APPLICANT, TITL of the land have been listed ar this matter, I will reexamine tl , including business or financi- rise on or after the date of this	E OWNER, CONTRACT and broken down, and that price is affidavit and provide any cal relationships of the type desapplication.	or to each changed
WIT	NESS the following signature:			
	(check one)	[] Applicant	[] Applicant's Authorized Age	nt
		(type or print first name, middle	e initial, last name, and title of s	ignee)
Subsc of	cribed and sworn to before me thi	s day of	20, in the State/	Comm.
			Notary Public	<u></u>
Му со	ommission expires:			

Application No.(s):		
(county-a	assigned application number(s), to be entered by Coun	Page of
Specia	l Permit/Variance Attachment to Par. 1(a)	
DAT	E:(enter date affidavit is notarized)	
e.g., Attorney/Agent, Co	plication are to be disclosed. Multiple relations ntract Purchaser/Lessee, Applicant/Title Ow lap Number(s) of the parcel (s) for each owner(vner, etc. For a multiparcel
NAME (enter first name, middle initial, and last name)	ADDRESS (enter number, street, city, state, and zip code)	RELATIONSHIP(S) (enter applicable relationships listed in BOLD above)
(check if applicable) []	There are more relationships to be listed and F on a "Special Permit/Variance Attachment	

Special Permit/Variance Attachment to Par. 1(b) DATE:
(enter date affidavit is notarized) AME & ADDRESS OF CORPORATION: (enter complete name, number, street, city, state, and zip code) ESCRIPTION OF CORPORATION: (check one statement) [] There are 10 or less shareholders, and all of the shareholders are listed below. [] There are more than 10 shareholders, and all of the shareholders owning 10% or more of any class of stock issued by said corporation are listed below.
AME & ADDRESS OF CORPORATION: (enter complete name, number, street, city, state, and zip code) ESCRIPTION OF CORPORATION: (check one statement) [] There are 10 or less shareholders, and all of the shareholders are listed below. [] There are more than 10 shareholders, and all of the shareholders owning 10% or more of any class of stock issued by said corporation are listed below.
ESCRIPTION OF CORPORATION: (check one statement) [] There are 10 or less shareholders, and all of the shareholders are listed below. [] There are more than 10 shareholders, and all of the shareholders owning 10% or more of any class of stock issued by said corporation are listed below.
 There are 10 or less shareholders, and all of the shareholders are listed below. There are more than 10 shareholders, and all of the shareholders owning 10% or more of any class of stock issued by said corporation are listed below.
[] There are more than 10 shareholders, and all of the shareholders owning 10% or more of any class of stock issued by said corporation are listed below.
[] There are more than 10 shareholders, but no shareholder owns 10% or more of any class of
stock issued by said corporation, and no shareholders are listed below-
AMES OF THE SHAREHOLDERS: (enter first name, middle initial, and last name)
AME & ADDRESS OF CORPORATION: (enter complete name, number, street, city, state, and zip code)
ESCRIPTION OF CORPORATION: (check one statement)
[] There are 10 or less shareholders, and all of the shareholders are listed below.
[] There are more than 10 shareholders, and all of the shareholders owning 10% or more of any class of stock issued by said corporation are listed below.
[] There are more than 10 shareholders, but no shareholder owns 10% or more of any class of stock issued by said corporation, and no shareholders are listed below.
AMES OF THE SHAREHOLDERS: (enter first name, middle initial, and last name)
(

Application No.(s):	(cc	ounty-assigned application number(s), to be entered by County Staff)	<u>.</u>
	S	Pag pecial Permit/Variance Attachment to Par. 1(c)	ge of
	١	DATE:	
		DATE: (enter date affidavit is notarized)	
PARTNERSHIP NA	ME & A	ADDRESS: (enter complete name, number, street, city, state, zip	code)
(check if applicable)		The above-listed partnership has <u>no limited partners</u> .	
		THE PARTNERS: (enter first name, middle initial, last name, arrtner, or General and Limited Partner)	nd title, e.g.,
(check if applicable)		There is more partnership information and Par. 1(c) is continued "Special Permit/Variance Attachment to Par. 1(c)" form.	further on a

Applicat	ion No.(s):				
	(county-ass	y-assigned application number(s), to be entered by County Staff)		of
		Special	Permit/Variance Attachment to Par. 2		
		DATE:	(enter date affidavit is notarized)		
			(enter date arridavit is notarized)		
(check	if applicable)	[]	There are more financial interests in the subject land Par. 2 is continued further on a "Special Permit/Vari. Par. 2" form.	to be listed ance Attacl	l and nment to

	Special Permit/Variance Attachment to Par. 3	Page of
for Application No. (a):	DATE: (enter date affidavit is notarized)	
tor Application No. (8):	(enter County-assigned application number (s))	

(check if applicable)

[] There are more disclosures to be listed for Par. 3, and Par. 3 is continued further on a "Special Permit/Variance Attachment to Par. 3" form.

Reaffirmation of Affidavit

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REAFFIRMATION PROCEDURE FOR AFFIDAVITS

A. Before the Planning Commission Hearing

- 1. On or before the close of business **twenty-two (22) business days prior to the public hearing** before the Planning Commission, the applicant or the applicant's authorized agent, which agent must be listed in Paragraph 1(a) of the applicant's affidavit, *shall* either:
 - a. Reaffirm the approved affidavit for the application by submitting the reaffirmation of the approved affidavit to the Office of the County Attorney on an approved REAFFIRMATION OF AFFIDAVIT form provided by the County (Attachment I); or
 - b. Submit a new affidavit on an approved affidavit form provided by the County to the Office of the County Attorney. A REAFFIRMATION OF AFFIDAVIT form provided by the County *shall* be attached to the new affidavit, identifying the paragraphs where such revisions or supplemental information is provided on the new affidavit.
- 2. If, subsequent to the timely submission of the reaffirmation form or new affidavit, the applicant's affidavit must be revised or supplemented prior to the scheduled Planning Commission hearing, a new affidavit on an approved affidavit form must be submitted to the Office of the County Attorney on or before the close of business seven (7) business days prior to the scheduled Planning Commission hearing. Failure to submit the revised affidavit to the County Attorney on or before the close of business seven (7) business days prior to the scheduled Planning Commission hearing is cause for removal of the application from the Planning Commission schedule to the next available Planning Commission hearing date. Such deferral may adversely affect any scheduled hearing before the Board of Supervisors hearing. If such deferral is necessary, the applicant shall be responsible for any required renotification of applicable property owners.
- 3. Compliance with the seven-day filing deadline for revised affidavit is mandatory for all applicants required to submit affidavits. This requirement may be waived by a vote of the Planning Commission at the scheduled hearing only if there are legitimate reasons for submitting the revised affidavit to the Office of the County Attorney after the required seven-day deadline.

- 4. At each and every hearing on the application before the Planning Commission, the applicant or the applicant's authorized agent, who must be listed in Paragraph 1(a) of the applicant's affidavit, shall be required to make an oral statement that the reaffirmed affidavit or the new affidavit is correct and accurate as of the date of the hearing.
- 5. If the applicant's hearing before the Planning Commission is deferred to a date that is more than eight (8) weeks subsequent to the scheduled hearing date, the reaffirmation procedure described in Paragraph A(1) above shall be followed again.

B. Before the Board of Supervisors Hearing

1. If prior to the public hearing before the Board of Supervisors, the applicant's approved affidavit which was reaffirmed at the hearing before the Planning Commission must be changed, deleted or supplemented in any way, a new affidavit on an affidavit form provided by the County must be submitted to the Office of the County Attorney before the close of business at least seven (7) business days prior to the scheduled hearing date. Failure to submit a new affidavit by the deadline will result in the removal of the application from the scheduled public hearing before the Board of Supervisors, unless the Board waives the seven-day deadline on its own motion.

Note: The failure to timely update the disclosure of financial relationships in an affidavit to accurately reflect the disclosure of financial relationships within the 12 months immediately preceding the Board's hearing may result in omissions or an incorrect, over inclusive affidavit, which would require the submission of a new affidavit and will result in removal of the application from the scheduled public hearing before the Board of Supervisors, unless the Board waives the seven-day deadline on its own motion.

2. Except in instances when a new affidavit is submitted in accordance with Paragraph B(1) and such submission is made less than 14 days immediately preceding any hearing before the Board of Supervisors, the applicant shall submit to the Office of the County Attorney a new Reaffirmation of Affidavit form before the close of business at least seven (7) but no more than fourteen (14) business days prior to the scheduled hearing date. Failure to submit a new affidavit or a reaffirmation affidavit by these deadlines will result in removal of the application from the scheduled public hearing before the Board of Supervisors, unless the Board waives these deadlines on its own motion.

- 3. If at the Board's hearing or at a point less than seven (7) business days prior to the Board's hearing, any changes are required or made to a new affidavit or to the reaffirmation affidavit, thereby resulting in the hearing being rescheduled, then the applicant shall submit to the Office of the County Attorney a new affidavit on an affidavit form provided by the County before the close of business at least seven (7) but no more than fourteen (14) business days prior to the rescheduled hearing date. Failure to submit the new affidavit by these deadlines will result in removal of the application from the rescheduled public hearing before the Board of Supervisors, unless the Board waives these deadlines on its own motion.
- 4. At each and every hearing on the application before the Board of Supervisors, the applicant or the applicant's authorized agent, described in Paragraph A(1) above, shall be required to make an oral statement that the reaffirmed affidavit or the new affidavit is correct and accurate as of the date of the hearing.

C. Before the Board of Zoning Appeals Hearing

- 1. If prior to the public hearing before the Board of Zoning Appeals, the applicant's approved affidavit must be changed, deleted, or supplemented in any way, a new affidavit on an affidavit form provided by the County must be submitted to the Office of the County Attorney on or before the close of business twenty-two (22) business days prior to the scheduled hearing date.
- 2. At each and every hearing on the application before the Board of Zoning Appeals, the applicant or the applicant's authorized agent, described in paragraph A (1) above, shall be required to make an oral statement that the approved affidavit or the new affidavit is correct and accurate as of the date of the hearing.

REAFFIRMATION OF AFFIDAVIT

In reference to the Affidavit dated (e				for the application of ter date of affidavit)			
			(enter na	ame(s) of applicant(s))			
in Application No(s):			(enter ap	pplication number(s))			
I,				, do hereby state that I am an			
(check one)	ne) [] applicant (must be listed in Par. 1(a) of the above-described affidavit)						
	[]	applicant's authorized agent (must be listed in Par. 1(a) of the above-described affiday					
and that to the best of my knowledge and belief, the following information is true:							
(check one)	[]	I have reviewed the above-described affidavit, and the information contained therein is true and complete as of (enter today's date)					
[] I have reviewed the above-described affidavit, and I am submitting a new includes changes, deletions or supplemental information to those paragraph above-described affidavit indicated below:					h		
		(Check if appli	cable)				
		[] P	aragraph 1(a)	[] Paragraph 2			
		[] P	aragraph 1(b)	[] Paragraph 3			
		[] P	aragraph 1(c)				
WITNESS the		ring signature: ck one)	[] Applicant	[] Applicant's Authorized Agent			
			(Type or print firs	est name, middle initial, last name and title of signee)			
Subscribed and sworn to before me this				day of,, in the	e		
State/Commonwealth of				_, County/City of			
My Commission	on evni	ires:		Notary Public			
my Commission	w evhi						

Reaffirmation of Affidavit

Please read carefully

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REAFFIRMATION PROCEDURE FOR AFFIDAVITS

A. Before the Planning Commission Hearing

- 1. On or before the close of business **twenty-two (22) business days prior to the public hearing** before the Planning Commission, the applicant or the applicant's authorized agent, which agent must be listed in Paragraph 1(a) of the applicant's affidavit, *shall* either:
 - a. Reaffirm the approved affidavit for the application by submitting the reaffirmation of the approved affidavit to the Office of the County Attorney on an approved REAFFIRMATION OF AFFIDAVIT form provided by the County (Attachment I); or
 - b. Submit a new affidavit on an approved affidavit form provided by the County to the Office of the County Attorney. A REAFFIRMATION OF AFFIDAVIT form provided by the County *shall* be attached to the new affidavit, identifying the paragraphs where such revisions or supplemental information is provided on the new affidavit.
- 2. If, subsequent to the timely submission of the reaffirmation form or new affidavit, the applicant's affidavit must be revised or supplemented prior to the scheduled Planning Commission hearing, a new affidavit on an approved affidavit form must be submitted to the Office of the County Attorney on or before the close of business seven (7) business days prior to the scheduled Planning Commission hearing. Failure to submit the revised affidavit to the County Attorney on or before the close of business seven (7) business days prior to the scheduled Planning Commission hearing is cause for removal of the application from the Planning Commission schedule to the next available Planning Commission hearing date. Such deferral may adversely affect any scheduled hearing before the Board of Supervisors hearing. If such deferral is necessary, the applicant shall be responsible for any required renotification of applicable property owners.
- 3. Compliance with the seven-day filing deadline for revised affidavit is mandatory for all applicants required to submit affidavits. This requirement may be waived by a vote of the Planning Commission at the scheduled hearing only if there are legitimate reasons for submitting the revised affidavit to the Office of the County Attorney after the required seven-day deadline.

- 4. At each and every hearing on the application before the Planning Commission, the applicant or the applicant's authorized agent, who must be listed in Paragraph 1(a) of the applicant's affidavit, shall be required to make an oral statement that the reaffirmed affidavit or the new affidavit is correct and accurate as of the date of the hearing.
- 5. If the applicant's hearing before the Planning Commission is deferred to a date that is more than eight (8) weeks subsequent to the scheduled hearing date, the reaffirmation procedure described in Paragraph A(1) above shall be followed again.

B. Before the Board of Supervisors Hearing

1. If prior to the public hearing before the Board of Supervisors, the applicant's approved affidavit which was reaffirmed at the hearing before the Planning Commission must be changed, deleted or supplemented in any way, a new affidavit on an affidavit form provided by the County must be submitted to the Office of the County Attorney before the close of business at least seven (7) business days prior to the scheduled hearing date. Failure to submit a new affidavit by the deadline will result in the removal of the application from the scheduled public hearing before the Board of Supervisors, unless the Board waives the seven-day deadline on its own motion.

Note: The failure to timely update the disclosure of financial relationships in an affidavit to accurately reflect the disclosure of financial relationships within the 12 months immediately preceding the Board's hearing may result in omissions or an incorrect, over inclusive affidavit, which would require the submission of a new affidavit and will result in removal of the application from the scheduled public hearing before the Board of Supervisors, unless the Board waives the seven-day deadline on its own motion.

2. Except in instances when a new affidavit is submitted in accordance with Paragraph B(1) and such submission is made less than 14 days immediately preceding any hearing before the Board of Supervisors, the applicant shall submit to the Office of the County Attorney a new Reaffirmation of Affidavit form before the close of business at least seven (7) but no more than fourteen (14) business days prior to the scheduled hearing date. Failure to submit a new affidavit or a reaffirmation affidavit by these deadlines will result in removal of the application from the scheduled public hearing before the Board of Supervisors, unless the Board waives these deadlines on its own motion.

- 3. If at the Board's hearing or at a point less than seven (7) business days prior to the Board's hearing, any changes are required or made to a new affidavit or to the reaffirmation affidavit, thereby resulting in the hearing being rescheduled, then the applicant shall submit to the Office of the County Attorney a new affidavit on an affidavit form provided by the County before the close of business at least seven (7) but no more than fourteen (14) business days prior to the rescheduled hearing date. Failure to submit the new affidavit by these deadlines will result in removal of the application from the rescheduled public hearing before the Board of Supervisors, unless the Board waives these deadlines on its own motion.
- 4. At each and every hearing on the application before the Board of Supervisors, the applicant or the applicant's authorized agent, described in Paragraph A(1) above, shall be required to make an oral statement that the reaffirmed affidavit or the new affidavit is correct and accurate as of the date of the hearing.

C. Before the Board of Zoning Appeals Hearing

- 1. If prior to the public hearing before the Board of Zoning Appeals, the applicant's approved affidavit must be changed, deleted, or supplemented in any way, a new affidavit on an affidavit form provided by the County must be submitted to the Office of the County Attorney on or before the close of business twenty-two (22) business days prior to the scheduled hearing date.
- 2. At each and every hearing on the application before the Board of Zoning Appeals, the applicant or the applicant's authorized agent, described in paragraph A (1) above, shall be required to make an oral statement that the approved affidavit or the new affidavit is correct and accurate as of the date of the hearing.

REAFFIRMATION OF AFFIDAVIT

In reference to	the A	ffidavit dated	,	for the application of			
			(enter	date of affidavit)			
			(enter na	me(s) of applicant(s))			
in Application No(s):			(enter ap	plication number(s))			
I,				, do here	by state that I am an		
(check one) [] applicant (must be listed in Par. 1(a) of the above-described affiday					d affidavit)		
	[]	applicant's authorized agent (must be listed in Par. 1(a) of the above-described affi					
and that to the	best of	f my knowledge	and belief, the follo	owing information is true	»:		
(check one)	, paramona,	I have reviewed the above-described affidavit, and the information contained therein is true and complete as of (enter today's date)					
	bmitting a new affidavit which those paragraphs of the						
		(Check if appli	cable)				
		[] P	aragraph 1(a)	[] Para	graph 2		
		[] P	aragraph 1(b)	[] Para	graph 3		
		[] P	aragraph 1(c)				
DUTNIECO A	C-11	•					
WITNESS the following signature: (check one)			[] Applicant	[] Applicant's	Authorized Agent		
			(Type or print firs	t name, middle initial, la	st name and title of signee)		
Subscri	bed an	d sworn to befor	e me this	day of	,, in the		
State/Common	wealth	n of		_, County/City of			
				Notary	Public		
My Commission	on exp	ires:					

Reaffirmation of Affidavit

Please read carefully

On July 10, 2006, the Board of Supervisors of Fairfax County, Virginia, adopted revisions to the land use affidavit forms to be used with rezoning, special exception, special permit, and variance applications. The Planning Commission adopted its reaffirmation procedures on April 4, 2002. On February 24, 2003, the Board of Supervisors approved amendments to its "Reaffirmation Procedure for Affidavits."

Important! The adopted Affidavits and Reaffirmation of Affidavit forms shall not be altered or modified in any way. Any form that is altered or modified in any way will not be accepted.

Contents

1 Reaffirmation of Affidavit form

Instructions

Additional copies of the Reaffirmation of Affidavit form or other Affidavit forms can be downloaded from www.fairfaxcounty.gov/dpz/affidavits/.

Please note: Acrobat Reader will NOT allow you to save changes made to this document. Any information you enter in the form fields will be lost when the PDF file is closed; therefore, be sure to print and review your document before closing.

If you have a complete version of Acrobat installed on your computer, your changes may be saved for later use.

Support

If you are unsure as to which form to use, please call: County of Fairfax, Department of Planning and Zoning at 703-324-1290, TTY 711.

For further information or additional forms: www.fairfaxcounty.gov/dpz/affidavits/

REAFFIRMATION PROCEDURE FOR AFFIDAVITS

A. Before the Planning Commission Hearing

- 1. On or before the close of business **twenty-two (22) business days prior to the public hearing** before the Planning Commission, the applicant or the applicant's authorized agent, which agent must be listed in Paragraph 1(a) of the applicant's affidavit, *shall* either:
 - a. Reaffirm the approved affidavit for the application by submitting the reaffirmation of the approved affidavit to the Office of the County Attorney on an approved REAFFIRMATION OF AFFIDAVIT form provided by the County (Attachment I); or
 - b. Submit a new affidavit on an approved affidavit form provided by the County to the Office of the County Attorney. A REAFFIRMATION OF AFFIDAVIT form provided by the County *shall* be attached to the new affidavit, identifying the paragraphs where such revisions or supplemental information is provided on the new affidavit.
- 2. If, subsequent to the timely submission of the reaffirmation form or new affidavit, the applicant's affidavit must be revised or supplemented prior to the scheduled Planning Commission hearing, a new affidavit on an approved affidavit form must be submitted to the Office of the County Attorney on or before the close of business seven (7) business days prior to the scheduled Planning Commission hearing. Failure to submit the revised affidavit to the County Attorney on or before the close of business seven (7) business days prior to the scheduled Planning Commission hearing is cause for removal of the application from the Planning Commission schedule to the next available Planning Commission hearing date. Such deferral may adversely affect any scheduled hearing before the Board of Supervisors hearing. If such deferral is necessary, the applicant shall be responsible for any required renotification of applicable property owners.
- 3. Compliance with the seven-day filing deadline for revised affidavit is mandatory for all applicants required to submit affidavits. This requirement may be waived by a vote of the Planning Commission at the scheduled hearing only if there are legitimate reasons for submitting the revised affidavit to the Office of the County Attorney after the required seven-day deadline.

- 4. At each and every hearing on the application before the Planning Commission, the applicant or the applicant's authorized agent, who must be listed in Paragraph 1(a) of the applicant's affidavit, shall be required to make an oral statement that the reaffirmed affidavit or the new affidavit is correct and accurate as of the date of the hearing.
- 5. If the applicant's hearing before the Planning Commission is deferred to a date that is more than eight (8) weeks subsequent to the scheduled hearing date, the reaffirmation procedure described in Paragraph A(1) above shall be followed again.

B. Before the Board of Supervisors Hearing

1. If prior to the public hearing before the Board of Supervisors, the applicant's approved affidavit which was reaffirmed at the hearing before the Planning Commission must be changed, deleted or supplemented in any way, a new affidavit on an affidavit form provided by the County must be submitted to the Office of the County Attorney before the close of business at least seven (7) business days prior to the scheduled hearing date. Failure to submit a new affidavit by the deadline will result in the removal of the application from the scheduled public hearing before the Board of Supervisors, unless the Board waives the seven-day deadline on its own motion.

Note: The failure to timely update the disclosure of financial relationships in an affidavit to accurately reflect the disclosure of financial relationships within the 12 months immediately preceding the Board's hearing may result in omissions or an incorrect, over inclusive affidavit, which would require the submission of a new affidavit and will result in removal of the application from the scheduled public hearing before the Board of Supervisors, unless the Board waives the seven-day deadline on its own motion.

2. Except in instances when a new affidavit is submitted in accordance with Paragraph B(1) and such submission is made less than 14 days immediately preceding any hearing before the Board of Supervisors, the applicant shall submit to the Office of the County Attorney a new Reaffirmation of Affidavit form before the close of business at least seven (7) but no more than fourteen (14) business days prior to the scheduled hearing date. Failure to submit a new affidavit or a reaffirmation affidavit by these deadlines will result in removal of the application from the scheduled public hearing before the Board of Supervisors, unless the Board waives these deadlines on its own motion.

- 3. If at the Board's hearing or at a point less than seven (7) business days prior to the Board's hearing, any changes are required or made to a new affidavit or to the reaffirmation affidavit, thereby resulting in the hearing being rescheduled, then the applicant shall submit to the Office of the County Attorney a new affidavit on an affidavit form provided by the County before the close of business at least seven (7) but no more than fourteen (14) business days prior to the rescheduled hearing date. Failure to submit the new affidavit by these deadlines will result in removal of the application from the rescheduled public hearing before the Board of Supervisors, unless the Board waives these deadlines on its own motion.
- 4. At each and every hearing on the application before the Board of Supervisors, the applicant or the applicant's authorized agent, described in Paragraph A(1) above, shall be required to make an oral statement that the reaffirmed affidavit or the new affidavit is correct and accurate as of the date of the hearing.

C. Before the Board of Zoning Appeals Hearing

- 1. If prior to the public hearing before the Board of Zoning Appeals, the applicant's approved affidavit must be changed, deleted, or supplemented in any way, a new affidavit on an affidavit form provided by the County must be submitted to the Office of the County Attorney on or before the close of business twenty-two (22) business days prior to the scheduled hearing date.
- 2. At each and every hearing on the application before the Board of Zoning Appeals, the applicant or the applicant's authorized agent, described in paragraph A (1) above, shall be required to make an oral statement that the approved affidavit or the new affidavit is correct and accurate as of the date of the hearing.

REAFFIRMATION OF AFFIDAVIT

In reference to the Affidavit dated			(enter	for the application of (enter date of affidavit)			
			(enter na	ame(s) of applicant(s))			
in Application	No(s):	(enter application number(s))					
I,				, do hereby state that I am an			
(check one) [] applicant (must be listed in Par. 1(a) of the above-described affidate				(a) of the above-described affidavit)			
	[]	applicant's authorized agent (must be listed in Par. 1(a) of the above-described a					
and that to the best of my knowledge and belief, the following information is true:							
(check one)		I have reviewed the above-described affidavit, and the information contained therein is true and complete as of (enter today's date)					
[] I have reviewed the above-described affidavit, and I am submitting a new afficincludes changes, deletions or supplemental information to those paragraphs o above-described affidavit indicated below:							
		(Check if appli	cable)				
		[] P	aragraph 1(a)	[] Paragraph 2			
		[] P	aragraph 1(b)	[] Paragraph 3			
		[] P	aragraph 1(c)				
WITNESS the	follow	ina sianature:					
WITNESS the following signature: (check one)			[] Applicant	[] Applicant's Authorized Agent			
			(Type or print firs	st name, middle initial, last name and title of signee)			
Subscribed and sworn to before me this				_ day of, in the			
State/Common	ıwealth	of		_, County/City of			
				Notary Public			
My Commission	on expi	res:					

ATTACHMENT 2

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§ 15.2-2289. Localities may provide by ordinance for disclosure of real parties in interest.

In addition to the powers granted by this chapter, localities may provide by ordinance that the local planning commission, governing body or zoning appeals board may require any applicant for a special exception, or a special use permit, amendment to the zoning ordinance or variance to make complete disclosure of the equitable ownership of the real estate to be affected including, in the case of corporate ownership, the name of stockholders, officers and directors and in any case the names and addresses of all of the real parties of interest. However, the requirement of listing names of stockholders, officers and directors shall not apply to a corporation whose stock is traded on a national or local stock exchange and having more than 500 shareholders. In the case of a condominium, the requirement shall apply only to the title owner, contract purchaser, or lessee if they own 10% or more of the units in the condominium.

(1970, c. 573, § 15.1-486.1; 1975, cc. 575, 641; 1976, c. 370; 1980, c. 604; 1986, c. 173; 1988, c. 408; 1989, cc. 25, 232; 1992, c. 596; 1993, c. 288; 1994, c. 192; 1997, c. 587; 2006, cc. 9, 317.)

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ATTACHMENT 3

Article 9 - Administration and Enforcement

properties or persons responsible for the violation, in addition to such other penalties as may be appropriate under the terms of Article 13, Violations and Penalties.

If no violation is found, the costs of the determinations shall be paid by the County without assessment against the properties or persons involved.

908 FEES FOR PERMITS, AMENDMENTS

Fees for Zoning Permits, Commission Permits, Sign Permits, Applications for Amendments, or other applications requiring a fee shall be payable to "Treasurer, Loudoun County" in the amount set by resolution of the Board of Supervisors.

Exceptions for payment of fees are cited in Article 12.

909 DISCLOSURE OF REAL PARTIES IN INTEREST

- a. Mandatory Disclosure of Real Parties in Interest. All applicants for zoning map amendment petitions, special exceptions, and variances shall disclose at the time of application the equitable ownership of the real estate which is the subject of the application. In such cases, the applicant shall list the names and addresses of all persons who hold a beneficial interest in the subject property. However, the requirement of listing names of stockholders, officers, and directors shall not apply to a corporation whose stock is traded on a national or local stock exchange and having more than 500 shareholders. The applicant shall keep this information current at all times during the processing of the application.
- b. Mandatory Disclosure of Public Officials' Interest. The applicant shall further make oath or affirmation stating whether or not any member of the local Commission, Board of Zoning Appeals, or governing body has any interest in such property, either individually, by ownership of stock in a corporation owning such land, or partnership, or whether a member of the immediate household of any member of the Commission, Board of Zoning Appeals, or governing body has any such interest.
- c. Voluntary Disclosure of Campaign Contributions. In addition, all applicants for zoning map amendment petitions, special exceptions and variances shall be requested to disclose voluntarily in writing at the time of application the names and addresses of all real parties in interest, including the names and addresses of all persons who hold a beneficial interest in the subject property, w have, within five years of the application date, contributed, gift or donation, more than one hundred dollars to any current member of the Board of Supervisors.